

20 January 1950

MEMORANDUM

TO : Chief, S S S  
FROM : Finance Division  
SUBJECT: Annual Leave System

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1. Per your request, we have examined the leave accounts of [ ] employees assigned to [ ] foreign field stations in various geographical areas. A schedule of leave balances and leave taken by these individuals is attached.

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2. A review of the attached schedule indicates that the majority of foreign field employees do not take full advantage of annual leave available to them under our present leave system (26 working days per year). We are advised that the principal reason for this is the necessity on the part of most employees to work relatively long hours (as compared with [ ] and the lack of sufficient relief personnel to warrant extended local leave by most of our employees.

3. If the above assumptions are correct, it appears to us that the problems faced by CIA personnel, as indicated in the attached memorandum from the Chief of Station [ ], do not result from preferential treatment of [ ] with respect to leave, but indicate that we do not have sufficient personnel in certain areas to permit the privileges of our present (Civil Service) leave system.

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4. If conditions were such that our employees could take full advantage of a liberal leave system, then it would appear that there is some discrimination between CIA [ ]. Specifically, if we correctly interpret the [ ] it appears that over a two-year period (during which home leave is granted) a [ ] would earn approximately 1 1/2 working days or approximately three calendar weeks' more leave than would a CIA employee.

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5. Assuming that the leave taken is all that our employees can afford to take, it appears that the only solution to providing more leave would be a reduction in work load or an increase in personnel. At the present employee level, an increase of approximately [ ] employees at a cost of approximately [ ] annually would be required to grant 1 1/2 additional work days of leave to foreign field personnel. Regardless of the cost, the possibility of obtaining appropriate [ ]

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for such additional personnel for leave purposes does not appear likely at this time. Accordingly, we recommend no action at this time.

6. We recommend further consideration of this problem when reasonable action is practicable for CIA, such as availability of additional personnel [REDACTED]

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[REDACTED]

Acting Chief, Finance Division

Attachment  
VRT:rfl

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